

Sudbury & District Girls Hockey Association

(SDGHA)



CONSTITUTION

June 9, 2022



SUDBURY & DISTRICT GIRLS HOCKEY ASSOCIATION

CONSTITUTION

NAME

This organization shall be called the Sudbury & District Girls Hockey Association (SDGHA).

PURPOSE

The purpose of SDGHA shall be to promote the participation of females in all aspects of female hockey and to promote hockey as a game played primarily for enjoyment but also fostering sportsmanship and life skills. The SDGHA will support a "Fair Play in Hockey" program, the main goal of which is to enhance and foster Safety and Respect in the game for all participants. The Fair Play governing principles which will guide the conduct of the SDGHA players, coaches and spectators are:

- a) Respect the rules.
- b) Respect the opponents.
- c) Respect the officials and their decisions.
- d) Respect yourself, your teammates and your coaches
- e) Maintain your self-control at all times.
- f) Promote everyone's participation.

AFFILIATION

SDGHA is a member of the Ontario Women's Hockey Association (OWHA), which is the governing body of female hockey in Ontario.

MEMBERSHIP

Membership in SDGHA shall include the following:

1. Registered players and their parents.
2. Any member of the current Executive.
3. Approved rostered staff.



Association Executive

All Association Executive Members (see Membership Definition) forming the SDGHA Board shall meet the following criteria:

- (a) be eighteen (18) or more years of age.
- (b) remain a Member of the SDGHA in good standing at the time of his or her nomination/election/appointment and remain a Member of the SDGHA throughout her/his term in office.
- (c) be nominated by a member in good standing.
- (d) provide a clear and valid Criminal reference Check with a Vulnerable Person Sector Check within 60 days of appointment.
- (e) Specific to the Treasurer role: this requires financial competence, booking keeping and financial statement preparation in accordance with General Accepted Accounting Principles and applicants for this role will ideally require 5+ years of experience and have a minimum of 3 years experience. CPA Designation preferred.

The Board may accept the nomination of an applicant who is not a member. Examples include but are not limited to SDGHA Alumni, individuals with professional designations and individuals with experience in the community that would strengthen the SDGHA.

- a)
 - (i) There shall be an Association Executive - consisting of President, Immediate Past-President, Vice-President, Treasurer, Secretary, Ice Convener, Registrar, Equipment Manager, Public Relations Coordinator, Sudbury Lady Wolves (SLW) Program Director (RPD), Division Conveners, Director of Player & Coaching Development, Director of FUNdamentals, House League Director and maximum of two Directors at Large.
 - (ii) The executive may appoint, as advisors, two to four counsellors who have had Association Executive experience.
- b) Only members of the Association Executive listed in a) (i) shall be voting members except for the Past-President. The Past-President will only vote to break a tie if the President is in conflict of a tie breaking vote that is required.
- c) No person shall be permitted to be a Head Coach of a SLW team and an Executive member on the SDGHA Board during the same season. The exception to this policy would be if an Executive position is left vacant, then the active Executive may at their discretion offer the vacant position to a person they deem the best fit at a subsequent Executive meeting, even if that individual is a Head Coach at the time, if no other capable individual in good standing is able to fill the position. Other than a vacant Executive position, the only other exception to this would be if the person in question is serving on the Executive in the role of Past-President, as

this is not an elected position at the time the individual may choose to pursue a Head Coaching job.

ASSOCIATION EXECUTIVE AUTHORITIES

The members of the Association Executive shall be elected for a one year term at the Annual General Meeting (AGM), except for the following positions, which shall be elected for a two-year term commencing with the President and Registrar, alternating with Vice President, Secretary and Ice Convenor. The Treasurer will be a Board appointed position on a two-year term that runs concurrently with that of the President and Registrar.

The President Elect must have been an Association Executive member in good standing in the immediate preceding year (as determined by the outgoing Association Executive).

The President may only vote to break a tie.



A Quorum will consist of fifty per cent plus one member. For annual, special or general meetings, quorum shall be constituted whenever 50% plus 1 of Association Executive members are present. Directors at Large shall have full voting privileges when present at annual, special, or general meetings, however, their presence at meetings will count for purposes of quorum.

The President shall be responsible for calling Association Executive meetings, however; any two Association Executive members may call an emergency meeting of the Association Executive and it is the duty of all executive members to attend such meetings.

Vacancies on the Association Executive may be filled by the Association Executive members subject to a majority vote. All such filled vacancies must be ratified at a properly called Association Executive meeting.

The Association Executive has the authority to appoint a Referee-In-Chief, whose duties will be outlined in the SDGHA Policies & Procedures.

The Association Executive has the authority to appoint a Disciplinary Board, whose powers shall be outlined in the Policies & Procedures.

The Association Executive has the authority to appoint an Appeal Tribunal to deal with matters arising from the Disciplinary Board and/or protests, whose duties will be outlined in the SDGHA Policies & Procedures.

The Association Executive may hold a special meeting to consider whether any member should be expelled for cause. Reasonable notice of such meeting shall be provided to such member and to members of the Association Executive, together with the reasons for the proposed expulsion. Such member shall be given full opportunity to be present and be heard. The Association Executive may hold a special meeting to consider whether any Association Executive should be removed before the expiration of his/her term and may by majority vote cast at such meeting elect any member in his/her place for the remainder of his/her term. Notice shall be provided to the Association Executive with the reasons and the Association Executive shall be given full opportunity to be present and be heard.

Examples of reason for removal but not limited to the following:

attendance at less than 75% of board meetings or 3 consecutive meetings, conflict of interest, inappropriate behavior, harassment and abuse.

All decisions regarding expenditures must be brought to a full meeting of the Association Executive. The meeting must have a quorum of Association Executive members present.



The proposed expenditure must be accepted by a majority of Association Executive members. This excludes expenditures regarding ice allocation.

All Association Executive members shall be Speak Out certified no later than October 31st of the current hockey season.

ANNUAL GENERAL MEETING

An AGM of the membership must be held at least once a year, no later than June 30th.

Each AGM must include a financial statement from the Treasurer, and an election of new Association Executive for the coming season.

The SDGHA fiscal year end is April 30th.

- A) Each person attending the AGM shall register for their voting cards.
- B) 1 proxy vote is assigned per approved registered roster player. The proxy vote must be the legal guardian of the approved registered roster player.
- C) 1 vote per non-parent, approved, registered coaching staff.
- D) A voting card shall be used for voting. It shall be held aloft when a vote is called.
- E) Ballots for secret ballot voting will be allotted by the registrar accordingly.

An AGM may only be called by the Association Executive and five weeks prior notice of the meeting must be given by posting a notice on the SDGHA website.

REGISTRATIONS

Registration with SDGHA is required prior to any participation in league activities.

All registrations are to be in accordance with SDGHA Policies & Procedures.

AMENDMENTS

Changes to the Constitution can only be made at the AGM and should be submitted to the Association President, with a copy going to the Association corresponding secretary, no later than 3 weeks prior to the AGM. The changes must include the name of the presenter and a seconder. A rationale should accompany the suggested change. All members of the



current Association Executive would then be informed with the list of possible constitutional changes. The suggested amendments shall be presented to the Association Executive prior to the AGM.

POLICIES & PROCEDURES

All activities under the jurisdiction of the SDGHA shall be governed by the SDGHA Policies & Procedures